

WASHINGTON BOROUGH BOARD OF EDUCATION
REGULAR SCHOOL BOARD MEETING – October 9, 2023
Approved 11/13/23

I. INTRODUCTORY ITEMS

CALL TO ORDER

President, Bartley Howley, called the meeting to order at 7:01 p.m. and asked everyone to please rise for the Pledge of Allegiance.

OPEN PUBLIC MEETING ACT

The New Jersey Open Public Meeting Act was enacted to ensure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is either discussed or acted upon. The Board has fully complied with the notice requirements by advertising in the Express Times posting publicly and by notifying the Municipal Clerk of the date, time, and place of meeting.

ROLL CALL:

Present

Angela Bridygham
Lisa Eller
Dawn Higgins
Bartley Howley
Holly Masenior
Melissa Vitalos

Not Present

Carmine Freda
Joseph Kresefsky
Ya’el Kresefsky

II. COMMUNICATIONS TO THE BOARD – None

III. ADMINISTRATIVE REPORTS

Mr. Jenkins: Supervisor of Instruction

Mrs. Koeppen: Principal/CST

Mr. Esposito: Superintendent

IV. PUBLIC COMMENT session opened at 7:14 pm

- Karen Castanhas, addressed her concerns about safety during morning drop off for Gr 5/6 parents.
- Don Ippolito, expressed his concerns about the district’s HVAC project and Asbestos considerations.
- Warren Hills Parent, addressed the Board regarding the High School’s attendance policy.

Public Comment session closed at 7:19 p.m.

V. ACTION ITEMS: Superintendent’s Recommendations

CONSENT AGENDA: Matters listed within the consent agenda have been referred to members of the Board of Education for reading and study are considered to be routine and will be enacted by one motion.

WASHINGTON BOROUGH BOARD OF EDUCATION
REGULAR SCHOOL BOARD MEETING – October 9, 2023
Approved 11/13/23

A. Consent Agenda Motion: BOARD AFFAIRS: SUPERINTENDENT’S RECOMMENDATION

Motion made by Melissa Vitalos, seconded by Lisa Eller to approve the following board affairs agenda item **1.1**.

Motion carried by roll call vote.

- 1.1 To approve the minutes of the September 11, 2023 regular meeting and executive session.

B. Consent Agenda Motion: BUSINESS AFFAIRS: SUPERINTENDENT’S RECOMMENDATION

Motion made by Lisa Eller, seconded by Angela Bridygham to approve the following business affairs agenda item **2.1** through **2.16**, tabling item 2.12 and friendly amendment to item 2.15.

Motion carried by roll call vote, with abstention on item 2.5 by Mrs. Higgins.

- 2.1 To approve the acceptance of the monthly financial reports of the Board Secretary and the Treasurer for the month of August 2023 and further that, in compliance with NJAC 6A:23A-16.10c and NJAC 6A:23A-16.10c (3) the Board of Education and School Business Administrator certify that as of August 31, 2023, after review of the secretary’s monthly financial report and upon consultation with the appropriate district officials no major account has been over expended in violation of NJAC 6A:23A-16.10a and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.
- 2.2 To approve 10/9/23 current expense regular account bill list.
- 2.3 To approve the budget transfer as presented.
- 2.4 To approve the 2023-2024 Full-time School Principal Waiver Request.
- 2.5 To approve travel for Dawn Higgins to attend the 2023 NJ School Boards Convention in Atlantic City, NJ from October 23-26, 2023. Workshop costs are \$550 and reimbursement for hotel accommodations, travel, meals and incidentals in accordance with N.J.S.A. 18A:11-12.
- 2.6 To approve the Comprehensive Maintenance Plan (CMP).
- 2.7 To approve the Annual Maintenance Budget Amount Worksheet (M-1).
- 2.8 To approve the Nursing Services Plan for 2023-2024
- 2.9 To approve supplementing approximately 99% of the 2023-24 base salaries of Sandra Gomes, Tracey Mazuca, Jacqueline Ostir and Jeannie Reyes with ESEA Title I funds.
- 2.10 To approve supplementing approximately 42% of the 2023-24 base salary of Anthony Germani with IDEA Preschool funds.

**WASHINGTON BOROUGH BOARD OF EDUCATION
REGULAR SCHOOL BOARD MEETING – October 9, 2023
Approved 11/13/23**

- 2.11 To approve Strauss Esmay Associates *DistrictOnline and PublicAccess* subscriptions and a one-time initial set up fee in the amount of \$4,135.00.
- ~~2.12 To approve Littera High Impact Tutoring Services and Tutoring Management system not to exceed the amount of \$96,450 pending the fully awarded High Impact Tutoring Grant by the NJDOE.~~
- 2.13 To approve the tuition contract for the identified student with Legacy Treatment Services – Mary A. Dobbins School for the 2023-2024 School Year at an annual tuition rate of \$79,568.39.
- 2.14 To approve Hannon Floors to renovate the Taylor Street School’s gym floor at a total cost of \$124,940.75 per HCESC Bid #208.
- 2.15 To approve the following resolution for Project Award for Electrical and HVAC upgrades at Taylor Street and Washington Memorial Schools:
WHEREAS, pursuant to N.J.S.A. 18A:18A-1, et.seq., the Washington Borough Board of Education (BOE) previously advertised and solicited for sealed bids for Electrical and HVAC upgrades at Taylor Street and Washington Memorial Schools; and
WHEREAS, in accordance with that advertisement, no bids were received.
WHEREAS, the Washington Borough BOE Re-Bid for Electrical and HVAC upgrades at Taylor Street and Washington Memorial Schools; and
WHEREAS, in accordance with that advertisement, no bids were received.
WHEREAS, the Washington Borough BOE then entered into negotiations with interested parties and received two bids on September 25, 2023;

Bids Received:

| Bidder | Taylor Street ES HVAC & Electrical (Base Bid) | Washington Memorial School Electrical (Alternate No. 01) |
|---------------------------------|--|---|
| Thassian Mechanical Contracting | \$3,186,000.00 | \$573,000.00 |
| The Bennett Company | \$6,054,000.00 | \$718,000.00 |

WHEREAS, the lowest bid received was from Thassian Mechanical Contracting, Inc. in the amount of \$3,186,000.00 for a Base Bid, \$573,000.00 for Alternate No. 01, and a Total Bid of \$3,759,000.00;

WHEREAS, through value engineering the project by; eliminating some of the condensers, reducing the amount of plywood in the attic, eliminating painting the wire mold, lowering the cost to move an existing shed and including all controls to be by the unit ventilator manufacturer, Thassian Mechanical Contracting, Inc. submitted a

WASHINGTON BOROUGH BOARD OF EDUCATION
REGULAR SCHOOL BOARD MEETING – October 9, 2023
Approved 11/13/23

Base Bid of \$2,580,000.00, Alt. No. 1 of \$561,000.00 making the final Total Bid \$3,141,000.00. The Bennett Company declined to value engineer the project.

WHEREAS, there are no defects, material or otherwise, in the bid submitted by Thassian Mechanical Contracting, Inc., and therefore, it is the lowest responsible and responsive bidder for the project;

Now, therefore, be it resolved, that the Washington Borough Board of Education awards the contract for the Electrical and HVAC upgrades at Taylor Street and Washington Memorial Schools to Thassian Mechanical Contracting, Inc. (641 State Route 36 Belford, NJ 07718), in the total contract amount of \$3,141,000.00, subject to the terms and conditions of a contractual agreement, which the Board President and/or Business Administrator is thereafter authorized to execute on behalf of the Board.

Be it further resolved that Tim Mantz, Business Administrator, is hereby authorized to execute all change orders, with prior Washington Borough Board of Education knowledge and/or approval, and other such documents as may be required to effectuate the provisions of this resolution and the contract to be entered into between the Board and Thassian Mechanical Contracting, Inc. Additionally, the Business Administrator verifies that funds are available for this project in the FY 2023-2024 budget utilizing funds from the Board's capital reserve account.

2.16 To approve the following resolution:

WHEREAS, N.J.S.A. 18A:18B-1, et seq., enables boards of education to join with other boards of education in school board insurance trusts for the purpose of forming self-insurance pools;

WHEREAS, the New Jersey Schools Insurance Group ("NJSIG") is a joint insurance fund authorized by N.J.S.A. 18A:18B-1, et seq. to provide insurance coverage and risk management services for its members;

WHEREAS, the Washington Borough Board of Education, herein after referred to as the "Educational Institution," has resolved to apply for and/or renew its membership with NJSIG;

WHEREAS, the Educational Institution certifies that it has not defaulted on a claim, and has not been cancelled for non-payment of insurance premium for a period of at least two (2) years prior to the date of its application to NJSIG;

WHEREAS, the Educational Institution desires to secure protection, services, and savings relating to insurance and self-insurance for itself and its departments and employees; and,

WHEREAS, the Educational Institution finds that the best and most efficient way of securing this protection and services is by cooperating with other boards of education in the State of New Jersey.

NOW THEREFORE, BE IT RESOLVED, THAT: 1) This agreement is made by and between NJSIG and the Educational Institution;

WASHINGTON BOROUGH BOARD OF EDUCATION
REGULAR SCHOOL BOARD MEETING – October 9, 2023
Approved 11/13/23

- 2) The Educational Institution joins with other boards of education in organizing and becoming members of NJSIG pursuant to N.J.S.A. 18A:18B-3(a), for a period of three years, beginning on July 1, 2023, and ending July 1, 2026 at 12:01 a.m.;
- 3) In consideration of membership in NJSIG, the Educational Institution agrees that for those types of coverage in which it participates, the Educational Institution shall jointly and severally assume and discharge the liabilities of each and every member of NJSIG to such agreement arising from their participation in NJSIG. By execution hereof the full faith and credit of the Educational Institution is pledged to the punctual payment of any sums which shall become due to NJSIG in accordance with the bylaws thereof, the plan of risk management, this Agreement and any applicable statute or regulation;
- 4) The Educational Institution and NJSIG agree that NJSIG shall hold all monies paid by the Educational Institution to NJSIG as fiduciaries for the benefit of NJSIG claimants all in accordance with applicable statutes and/or regulations;
- 5) NJSIG shall establish and maintain Trust Accounts in accordance with N.J.S.A. 18A:18B-1, et seq. and such other statutes and regulations as may be applicable;
- 6) By adoption and signing of this resolution, the Educational Institution is hereby joining NJSIG in accordance with the terms of this Indemnity and Trust Agreement and Resolution to Join / Renew Membership, effective the date indicated below, for the types of insurance as indicated in the Insurance Binder issued by NJSIG;
- 7) The Educational Institution hereby ratifies and affirms the bylaws and other organizational and operational documents of NJSIG, and as from time to time amended by NJSIG and/or the State of New Jersey, Department of Banking and Insurance, in accordance with the applicable statutes and regulations as if each and every one of said documents were re-executed contemporaneously herewith;
- 8) The Educational Institution agrees to be a participating member of NJSIG for the period herein provided for and to comply with all of the rules and regulations and obligations associated with said membership, including, but not limited to the NJSIG's Plan of Risk Management;
- 9) The Educational Institution under its obligations as a member of NJSIG agrees to allow for safety inspections of its properties, to pay contributions in a timely fashion and to comply with the bylaws and standards of participation of NJSIG including the plan of risk management;
- 10) If NJSIG, in the enforcement of any part of this Agreement, shall incur necessary expense or become obligated to pay attorney's fees and/or court costs, the Educational Institution agrees to reimburse NJSIG for all such reasonable expenses, fees and costs on demand;
- 11) The Business Administrator is hereby authorized in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-1, et seq., to execute such contracts and documentation with NJSIG as is necessary to effectuate this resolution; and,

WASHINGTON BOROUGH BOARD OF EDUCATION
REGULAR SCHOOL BOARD MEETING – October 9, 2023
Approved 11/13/23

12) The Business Administrator is directed to send a certified copy of this Indemnity and Trust Agreement and Resolution to Join / Renew Membership to NJSIG.

C. Consent Agenda Motion: PERSONNEL AFFAIRS: SUPERINTENDENT’S RECOMMENDATION

Motion made by Lisa Eller, seconded by Dawn Higgins to approve the following personnel affairs agenda item **3.1 through 3.7**, with friendly amendment to item 3.6.

Motion carried by roll call vote.

- 3.1 To approve the comprehensive student and staff attendance data (*with all fire drill reports, if applicable*) for the Month of September, 2023.
- 3.2 To approve Mrs. Jessica Nissen as the district's 2023-2024 Crisis Prevention Intervention Specialist with a stipend amount of \$1,500.
- 3.3 To approve a maternity leave of absence request for Mrs. Andrea Walden from on or about January 2, 2024 through January 22, 2024 utilizing 14 sick days followed by NJFLA leave for 12 weeks beginning on or about January 23, 2024 and returning to work on or about April 24, 2024.
- 3.4 To approve with regret the resignation letter from Ms. Jane Lipinski effective September 29, 2023.
- 3.5 To approve with regret the resignation letter from Ms. Tammy Mornick effective October 20, 2023.
- 3.6 To approve the following mentors for the 2023-2024 school year: Maria Stein as mentor to Amanda Knight-Kerns, Eileen Freda as mentor to Christopher Cannavo, Karrie Schulok as mentor to Madison Hesse, Tara Betancourt as mentor to Kaylee Muench, Jessica Hollander as mentor to Carrie Smith-Heller and Susan Chioffe as mentor to Brian McLaughlin.
- 3.7 To approve Ms. Nicole Faust as a substitute paraprofessional for the 2023-2024 school year pending receipt of credentials.

D. Consent Agenda Motion: SCHOOL AFFAIRS: SUPERINTENDENT’S RECOMMENDATION

Motion made by Melissa Vitalos, seconded by Lisa Eller to approve the following school affairs agenda item **4.1 to 4.8**.

Mrs. Bridygham inquired whether the gym floors would be ready in time for basketball use. Mr. Esposito responded that the district has alternate plans in the event that the floors were not completed.

Motion carried by roll call vote.

- 4.1 To approve the District’s 2023-2024 Virtual/Remote Instruction Plan

WASHINGTON BOROUGH BOARD OF EDUCATION
REGULAR SCHOOL BOARD MEETING – October 9, 2023
Approved 11/13/23

- 4.2 To approve the following field trip for Kindergarten, on October 13, 2023 to Von Thun Farms, Washington, NJ.
- 4.3 To approve the following Student Enrichment field trips: Mindastics, Gr 4, on October 30, 2023 to Belvidere School, Belvidere, NJ.; Math-a-Magicians, Grade 3, on December 13, 2023 to Rutherford Hall, Allamuchy, NJ; Math-a-Magicians, Grade 4-6, on March 5, 2024 to Rutherford Hall, Allamuchy, NJ.
- 4.5 To approve the following field trip for Grade 2, on March 15, 2024 to The DaVinci Science Center, Allentown, PA.
- 4.6 To affirm the administrative decision regarding the following HIB case: System assigned incident #02-23.
- 4.7 To approve the use of school facilities by the Washington Borough Youth Association for Basketball beginning November 13, 2023 through March 15, 2024 @ Memorial and Taylor Street School gymnasium, practices, and games, 5:45-9:00 p.m.
- 4.8 To approve the use of school facilities by Golden Rule Karate & Fitness on November 12, 2023 at the Memorial School gym from 9:00 a.m. – 3:00 p.m.

VI. ADJOURNMENT

Motion made by Melissa Vitalos seconded by Lisa Eller, to adjourn at 7:36 p.m.

Motion carried by unanimous voice vote.

Respectively submitted,

Tim Mantz
Board Secretary